

North Dallas Adventist Academy
COVID-19 Response Plan
for 2021-2022 School Year
(revised 08-29-21)

North Dallas Adventist Academy (NDAA) has modified our COVID-19 Response Plan for in-person classroom instruction for our students, based on and following the regulations outlined by the CDC, the State of Texas, and the local government(s). The plans detailed in this document are based on the public health situation as it is understood presently. Changes to the public health situation would possibly lead to changes and alternate plans. We will continually monitor updates and follow guidance from the Texas Conference, the State of Texas, local government(s), and the CDC.

Prevention/Screening Protocols

1. While on campus, all staff, visitors, and students will be required to wear face masks. Accommodation requests must be submitted to the administration and will be addressed on a case-by-case basis.
2. Students must arrive to school wearing a face mask (neck gators, face shields, etc will not be allowed).
3. Parents/Guardians will be expected to screen their students daily for COVID-19 symptoms before sending them to school and report to NDAA if students exhibit symptoms or have come into close contact with an individual who is lab-confirmed with COVID-19, using the online forms.
4. NDAA, in accordance with public health guidelines, will screen students before the beginning of the school year and at the start of each day of on-campus instruction. This includes entering a school vehicle for transportation. Questions may be supplemented with temperature checks.
5. Teachers will monitor students for symptoms throughout the school day.
6. Teachers and staff will be required to self-screen for COVID-19 symptoms before coming onto campus daily. This will include checking for the symptoms as listed in this document and taking their own temperatures. Teachers must report to NDAA if they have come into close contact with an individual who is lab-confirmed with COVID-19 or they have COVID-19 symptoms themselves.
7. Visitors to campus will be limited with meetings taking place virtually when possible. Visitors will be screened to determine if they have COVID-19 symptoms or have been in contact with an individual confirmed to have COVID-19.
8. NDAA will prevent any individual who fails screening criteria from being admitted to campus or allowed on a bus until the individual meets standards for re-entry to campus as stated in this document.

Prevention/Mitigation Protocols

1. Hand sanitizer will be available throughout campus.
2. Staff and students will be expected to regularly sanitize their hands including but not limited to, entering and exiting classrooms, returning from outdoors, before/after restroom breaks, and eating.
3. Students will have their own school supplies with very limited shared supplies.
4. Contactless water bottle filling stations will be provided.
5. Desks and shared objects will be cleaned after each use/class change. All classrooms, restrooms, and common areas will be cleaned and disinfected daily.
6. Cafeteria/eating spaces will be cleaned after each use.
7. Visual reminders of distancing requirements will be used for marking classrooms, hallways, and common areas.
8. Desks/seating areas will be physically distanced as instructionally possible.
9. Teachers will create and teach procedures to limit movement within the classroom. (Ex. Turning in assignments, passing out papers)
10. Appropriate distancing should be maintained during group work.
11. Students will be taught proper hand washing protocols and will be given age appropriate responsibilities to clean personal areas and supplies in the classroom(s).
12. Door knobs and commonly touched surfaces will be frequently cleaned and sanitized.

Physical Education Classes

1. When possible, physical education classes will take place outside to allow for maximum distancing.
2. Visual markers will be placed in the gym as physical distance reminders.
3. Students will be required to wear face masks in locker rooms and will not be allowed to linger, strictly adhering to time requirements.
4. Equipment will be cleaned and disinfected after each use.
5. Students will wear face masks in class.

Music Classes

1. In upper and middle school, choir students will be required to wear face masks. When singing, students will wear school-provided singing masks. When singing, students will be distanced according to public health guidelines for choirs to the best of our ability.
2. In upper and middle school, band students will be separated by plastic dividers and will follow disinfecting procedures to clean areas and instruments at the end of each class. Band students will wear school-provided band masks during class/performance. Additional measures will be used to disinfect the band room at the end of each class.
3. In elementary school, students will wear face masks throughout the music class period. Disinfectant protocols will be followed in common areas and instruments cleaned after each class.
4. Orchestra students will wear masks in class.

Common Areas (Cafeteria, Library, Playgrounds)

1. Classes/groups will be scheduled for use of common areas such as the playground and the library.
2. Visuals will be displayed to remind students to follow appropriate distancing guidelines.
3. Students will continue to wear face masks in all areas of the school.
4. Where necessary to follow health guidelines, students will eat meals in classrooms.
5. Microwaves, as has been our policy, will not be available in classrooms or the cafeteria for student use due to cross-contamination possibilities with high touch surfaces.
6. Students eating in the cafeteria will be seated following public health recommendations with assigned seating.
7. Traffic patterns will be instituted in the cafeteria as in other common areas and hallways.
8. Procedures will be in place for students to help clean/sanitize their own spaces in the cafeteria in addition to cleaning by staff.
9. High touch surfaces will be cleaned and sanitized regularly by staff.
10. Visuals/graphic displays, as well as staff, will reinforce procedures and guidelines.
11. Hand sanitizer will be available in the cafeteria, at entrances and exits.
12. For contact tracing, students will either have assigned tables (MS) and/or sign in at lunch tables (US) each day.
13. An outdoor eating space will be available.

Restroom Protocols

1. Restrooms will be disinfected with increased frequency throughout the school day.
2. Students will be responsible for washing hands and also using hand sanitizer before entering the classroom after a restroom break.
3. Teachers will create procedures to track the number of students occupying the restroom to mitigate the chance of exceeding maximum occupants per health recommendations.

Transition Periods

1. Students must continue to wear face masks in hallways.
2. Teachers will be expected to be in the hallways during all passing periods.
3. Students will not be allowed to congregate in the hallways during passing periods.
4. Traffic patterns will be marked visually throughout the campus to maintain social distancing guidelines to the greatest extent possible.
5. Students will be asked to stay to the right as much as possible when in hallways and corridors.
6. Elementary students will be guided by teachers during transition periods to follow marked distancing graphics.

Arrival and Dismissal Protocols

1. Parents will not be allowed to walk students into the school or come into the school to pick up students at dismissal.
2. All students must arrive wearing a face mask. No one will be allowed in the building without a face mask.
3. Hand sanitizer will be available at all entrances and exits.
4. Students will be dismissed from upper school through a designated door.
5. Students in elementary and middle school will be dismissed individually to parents in the drive-through dismissal lines.

School Transportation/Buses/School Vans

1. Buses and school vans will be sanitized and disinfected after each use.
2. Students will be required to use hand sanitizer upon boarding the bus and will be pre-screened through questioning and temperature checks.
3. Students should wear face masks while riding on the buses/in the vans with other students.

Morning Care and After School Programs

1. Morning care and after school care and activities will still be offered and will follow the same health protocols as followed for the regular school day with appropriate distancing, face mask requirements, and disinfecting.
2. Lower School After School activities will dismiss from the cafeteria through a pick-up drive-through line.
3. Parents picking up students from After School Care will pick up at the cafeteria entrance.
4. During After School Care, students will use table dividers during snack time.

Cell Phone/Electronic Device Procedures

1. NDAA is a cell phone/personal device free campus and will continue to be so during COVID-19 restrictions.
2. Cell phones/personal devices must be checked in using a contact-free procedure when students arrive on campus and may be picked up at the end of the day.

Isolation Protocols

1. As a reminder, any student or staff member exhibiting symptoms for any illness should stay home and not come to campus.
2. Once on campus, if a student displays symptoms of COVID-19, the student will be separated from peers immediately and parents/guardians contacted.
3. The isolated student should be picked up within 30 minutes and no later than 1 hour from the time contact is made.

4. Students displaying symptoms of COVID-19 will not be allowed to take school transportation home.
5. Staff who display symptoms of COVID-19 will leave the campus immediately.
6. NDAA will communicate with the parents of students who came in contact with a COVID-19 positive student or staff member.

Responses to Confirmed Exposures to COVID-19

1. If an individual who has been in the school is lab-confirmed to have COVID-19, NDAA will notify the local health department in accordance with applicable federal, state, and local laws and regulations including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. As with other communicable diseases, NDAA will notify staff and families of students if a lab-confirmed COVID-19 case is identified among students, teachers, or staff. The confidentiality of the infected individual will be maintained.
3. Any student or staff member who is lab-confirmed with COVID-19 or has symptoms of COVID-19 must remain home for 10 days after the first day experiencing symptoms, as designated by the CDC. They may only return to campus when the criteria for returning is met.
4. The criteria for returning includes, but is not limited to, improvement of symptoms, being fever-free for a minimum of 24 hours (without the aid of Tylenol, Motrin, Advil, or other fever-reducing medication).
5. Areas used by the individuals with confirmed COVID-19 will be thoroughly disinfected before being used again.
6. If the designated number of cases is reached within the school, some or all of NDAA students will go to virtual learning for the CDC required quarantine period.

Learning for Students On Quarantine

We will be using the “Flip Classroom” method for student education when students are out of school on quarantine. Principals will provide information to quarantining students on lessons, school work, and resources.

Attendance/Enrollment

As stated in the Texas Education Code, students must attend 90% of a course in order to receive credit for the course and be promoted to the next level. This requirement will remain in effect during the 2021-22 school year.

COVID-19 Symptoms

As outlined by the CDC, to evaluate whether an individual has symptoms consistent with COVID-19, consider the following questions:

Have they recently begun experiencing any of the following symptoms?

- Fever (at 100.0°F or above)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. This list does not include all possible symptoms. CDC will continue to update this list.

Any student or staff member who is experiencing symptoms of COVID-19 should: Quarantine for 10 days from the first day of symptoms. (Note: If the parent/student believes the symptoms are not related to COVID-19, the student may return to school with either an alternative medical diagnosis or with a negative PCR COVID test result.)